

Modification of Diet in Renal Disease Study

Instructions for Completing Form 63

NCC Phantom Matching Form

At the beginning of the study, the DCC will tell each center what their "phantom" (fake) patient name and ID number will be for the rest of the study.

In the month after the first randomization for each center (and for each subsequent month), the DCC will tell that center what their "original" 3-day food record will be for that month (by ID, name, and visit). This will be a record previously sent to the NCC.

The center dietitian will find his/her file copy of this original, rewrite it in his/her own handwriting (using a different colored pen for the documentation) onto a blank Three-Day Food Record (Form 64) labeled with the ID and name of the phantom patient. The visit code on this phantom record will follow the normal sequence of MDRD three-day food records as listed in the Manual of Operations (the first phantom record visit will be B0 and so on). The date of Day 1 on the phantom record will be the date the dietitian copies the original.

The center dietitian will complete and send to the DCC an NCC Phantom Matching Form (Form 66) for each phantom sent to the NCC.

The NCC will enter the phantom records as if they were originals. The DCC will compare the original records with the matching phantoms to measure the quality of dietary data entry at the NCC.

Example

1. January 1989

The DCC tells Center 15 that their phantom patient name code will be EMSM, ID 123456.

2. February 1989

The DCC tells Center 15 that their original record for February will be name code SEJO, ID 987654, Visit B0 (a record sent to the NCC in January--the date of Day 1 is 1/10/89).

On February 3, the center dietitian finds her file copy of this record, copies it in her handwriting onto a blank food record form, and labels this with name code EMSM, ID 123456, visit B0 (the first in the normal sequence of MDRD visits), dates of Day 1-3: 2/3/89, 2/4/89, 2/5/89.

The center dietitian will complete and send to the DCC an NCC Phantom Matching Form (Form 66) for this phantom record (see completed sample attached).

[]

For DCC Use Only
Rev. 3 1/15/89

E ___
V ___
T ___

Form # 66
Page 1 of 1

MDRD

Modification of Diet in Renal Disease Study NCC Phantom Matching Form

This form is to be completed monthly when the Clinical Center sends a phantom 3-day food record to the NCC. The phantom food record should contain the complete information from a previous "real" food record, specified by the DCC, copied in the handwriting of the dietitian. The ID and name on the phantom record will be fake, generated by the DCC. The visit code on the phantom record will change from month to month following the normal sequence of visits as specified in the Manual of Operations. (Note: This form should be entered into Datalex)

To be completed by dietitian.

FORM # 66

Original 3-Day Food Record (to be copied)

1. Patient Identification Number.....
2. Patient Name Code.....
3. Clinical Center
4. Visit Type
5. Visit Number.....
6. Date of Day 1 of Diet Record..... / /

Phantom 3-Day Food Record

7. Date of Day 1..... / /
8. Visit Type.....
9. Visit Number.....
101. Date this form completed..... / /
102. Certification number of person completing this form.....
103. Date form entered..... / /
104. Certification number of data entry person

Retain a copy of this form for your files. Send the original to the MDRD Study Data Coordinating Center. Do not send this form to the NCC. Please use MDRD Study mailing labels:

MDRD Study Data Coordinating Center
Department of Biostatistics & Epidemiology
The Cleveland Clinic Foundation
9500 Euclid Avenue
Cleveland, Ohio 44195-5196